



Minutes of the meeting of the Board of Trustees held on Thursday, 18<sup>th</sup> October 2012 in the Boardroom, Paisley Students' Union commencing at 10.30am.

Garry Quigley, President, in the Chair  
Meeting Commenced 10.30am

### **Sederunt**

Garry Quigley	President (Pres)
Cara Lee	Depute President Education & Welfare (DPEW)
Ewan McCreath	Campus President Ayr (CPA)
Alastair Adamson	Sports President (SP)
Stuart McCabe	Ordinary Trustee Paisley (SM)
Dorothy Watson	Ordinary Trustee Hamilton (DW)
Thomas McLaren	Ordinary Trustee Hamilton (TM)

### **In Attendance**

Caroline Sharp	General Manager/Returning Officer (GM/RO)
Alison Welsh	Director, Square Circle HR Ltd (for item 8b only)

### **Apologies for absence –**

Kate Shearer, Campus President Hamilton (CPH)  
Jack Douglas, Ordinary Trustee Paisley (JD)  
Nick Targontsidis, Ordinary Trustee Paisley (NT)

Suspension of standing orders to allow item 8b to be considered first to accommodate an external presenter.

## **1. Minutes of previous meeting.**

### **a. Acceptance**

Minutes from the previous meeting (20120904) were agreed as an accurate record, subject to change requested by SP in relation to when his ACS budget submission was made.

### **b. Matters arising – none.**

### **c. Minute 4d – London Demonstration**

President has looked for external funding from NUS to send students down to the demo and hope to have news by the end of the week. This is likely to be joint funding with Glasgow students forum.

## **2. Reports of the Office Bearers.**

### **a. Acceptance –**

- i. President – written report. SP asked further about SEG meeting on 24<sup>th</sup> Sept – accommodation meeting has not been held yet, but will discuss student debt, Storie Street residence, ICT issues, SAUWS PR'ing in halls. President held a surgery in halls the previous evening, discussed damage to property occurring through hosting parties and ICT problems. Report accepted.
- ii. DPEW – written report. President asked further about mental wellbeing agreement with UWS? We already work well with Uni on this, but NUS is campaigning for wellbeing agreements to be developed and DPEW feels that this will ensure that this becomes embedded in SAUWS activity for the future. Report accepted.

- iii. SP – report deferred for acceptance due to late submission.
- iv. CPA – written report. President asked about car parking policy. Parking permits are now given on an application basis with priority criteria. Gordon Hunt is the key member at Ayr. DPEW noted that this will eventually be rolled out for all campuses. CPA confirmed that attendance at Community Council was worthwhile in terms of promoting involvement of students within the community. President noted that he has been asked to sit on one in Paisley. DPEW is writing a report for Scottish govt on the Halls Tours, with a copy to be submitted to SEG. Report accepted
- v. CPH – written report. Report deferred for acceptance due to absence.
- vi. DW – written report. Student who had been taken ill is now absolutely fine. GM suggested that CPH and UMH raise their concerns over first aid response and provision at the campus H&S committee. Report accepted.
- vii. TM – written report. Still involved in globalisation activity. Report accepted.
- viii. SM – oral report. Goating on student buddy system. President noted that other OTs had managed to submit a report and that SM is expected to do the same. Report accepted.
- ix. JD – written report. Report deferred for acceptance due to absence.
- x. NT – no report submitted.

**b. Sabbatical Holidays**

- i. President – Fri 12<sup>th</sup> Oct half day taken. Fri 19<sup>th</sup> Oct requested.
- ii. DPEW – 12-19<sup>th</sup> Nov confirmed dates
- iii. CPA – half day 19<sup>th</sup> Oct, off on Mon 22<sup>nd</sup> Oct requested.

**3. Reports from Committees etc – SEG, LTAB, Senate, PRC report contained within Presidents’ report. Board members to be assigned to write a report for each committee.**

**4. Business Introduced by Office Bearers.**

**a. Financial Accounts to end July 2012**

GM – as there had been no questions, the Chair moved on to the next item.

**b. SAUWS Hardship Bursary and Loan Report Oct**

President – presented the report for the Board’s information. Stressed the importance of recording the data and following the procedure and guidance. Repayment plans, be realistic about requirements, keep records. Report will be commissioned every month. Look at having set repayment dates for each month to reduce admin?

**c. Commercial Report Paisley**

President – introduced paper submitted by CM. Java doing particularly well, takings are almost double from last year. Good investment decision on oven. Continue to look at ways (through commercial meeting) to continuously improve. President is happy with the control of staffing costs. SP noted move to ‘commercial staff’ and that some people still focus on niche jobs – thought that workload wasn’t spread and left to one person. President confirmed that staff should refer any problems of this nature through line management. GM agreed to organise commercial reports from other campuses for next meeting – Nov.

**d. Website Contract**

GM – advised that our website contract with our current provider, BAM, expires at the end of June 2013. We have had notice from BAM that they will not be able to offer us a renewal. We have met with MSL who have given a strong presentation and proposal. Other options for consideration are the NUS ‘Cloud’ and an independent provider. GM advised that a working group be set up to look at the options and to make a recommendation for the Board’s approval at the December meeting. This will allow sufficient time to prepare for the changeover and ensure that we are not left without provision. The working party will include GM, Marketing and Commercial Manager and looking for volunteers from the Board. It was agreed that Alastair, Ewan and Tom would represent the Board.

**5. Motions – none.**

**6. Elections – none.**

**7. AOCB**

**a. President – EIS industrial action on Tues.**

President advised that we acknowledge and accept reasons for the strike, are concerned on effect this might have on students, ensure that class time is recovered, essay/coursework deadlines to be extended. President agreed to put out an all student email.

**b. SP – emails**

SP has put out an email about insurance and has had no response. Board agreed to respond to Alastair's email by the end of the day.

**Date of the next meeting:** President will send round a doodle to decide the date of the next meeting, commencing at 10.30am.

Jack Douglas in the Chair.

**Meeting Closed 1pm.**